



**BUSINESS
TRANSFORMATION**

BUSINESS TRANSFORMATION AGENCY

DoD Training for FPDS-NG Migration

FPDS-NG Tricks of the Trade

20 April 2006

DoD Office of Small
Business Programs

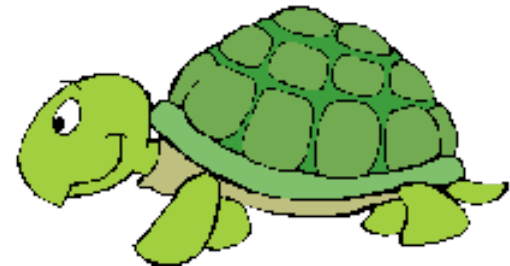


Change is inevitable, except from vending machines

Behold the turtle. He makes progress only when he sticks his neck out

Conan

James B.





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What does the change look like?

A [Home Page] - Microsoft Internet Explorer

tes Tools Help

Search Favorites

fpds.gov/common/jsp/FPDS.jsp

Search Web Mail My Yahoo! Games Personals Music Finance Sign In

FPDS
Next Generation

Logged in as: KRITHIKA

Advanced Search GO Help Log Off

Awards	Basic IDVs	Transactions/ Modifications	System Administration	Reports
Awards	Basic IDVs	Transactions/ Modifications	System Administration	Reports
Delivery / Task Order Against IDV	FSS	Corrections	Users	My Reports
Purchase Order	GWAC	Void	Locations <ul style="list-style-type: none">▶ Place▶ Country	
Definitive Contract	BOA	Modifications	Organizations <ul style="list-style-type: none">▶ Department▶ Agency▶ Contracting Office▶ Government Office	
BPA Call	BPA		Service Classifications <ul style="list-style-type: none">▶ NAICS▶ PSC	
	IDC		Data Ownership	
Awards Inbox <ul style="list-style-type: none">Draft Awards (0)Final Awards (0)Error Awards (0)Unsaved Awards (1)Template Awards (0)	IDV Inbox <ul style="list-style-type: none">Draft IDVs (0)Final IDVs (0)Error IDVs (4)Unsaved IDVs (0)Template IDVs (0)			

About FPDS-NG

Why accuracy of data-in is so important in the world of FPDS-NG

- You don't input things the same way in Word Perfect and Word....and similarly, you don't input things the same way in DD350s and FPDS-NG
- Some fields have new names and the same old functionality
- Some fields have old DD350 names and have different functionality
- **DON'T ASSUME YOU KNOW WHAT YOU ARE DOING!!!!**

Why accuracy of data-in is so important in the world of FPDS-NG

- YOU are responsible for the accuracy of the data you input!
- There are no longer intermediary systems to correct your errors. **If you input it wrong, it is wrong for the life of the contract.**
- If you can't input what you know is the right answer in a field, there is a reason
 - Check interrelated fields
 - Did you input the correct clause in your award?

Why accuracy of data-in is so important in the world of FPDS-NG

- Data/information/reports will be readily available to the public, SBA, GAO, and Congress on-line
 - 90-day delay on DOD data to protect ops-tempo
- Data used for spend analysis, strategic sourcing, articles, testimony, reports to Congress, workload and performance evaluations, etc.
 - Yes, we really do use this data!

- Who controls what -
 - Federal FPDS-NG Configuration Change Board controls Government-wide changes
 - DoD controls its unique requirements
- How, when, why are changes made -
 - Law, policy, procedures, and interfaces will drive change
 - Users make change requests through their agency or department representative
 - Changes will be able to be made at any point during the year, not necessarily on 1 Oct. Timing will need to coincide with contract writing system interface changes
 - Transition testing has surfaced need for some revised edits

FPDS-NG tricks of the trade

- Do not rely on FPDS-NG data dictionary
- Take the time to read the Instruction Manual (Men too, not just the women)
 - No more “N/A” answers such as Service Contract Act block
 - Yes = SCA applied
 - No = Service contract but SCA did NOT apply
 - N/A = not a service contract
 - In FPDS-NG
 - Check the block = SCA applied
 - Block empty = SCA did not apply for supplies, services, or construction
 - To query, you must now also query on PSC field for Alphas except A, C, Y, and Z

- **Modification** – used to report contractual modifications to an award or IDV document
 - Modifications cannot be used to correct reporting data
 - Base contract must have been reported and approved in FPDS-NG before modification can be reported
- **Correction** – fixes a mistake in the reported data that does not change the legal intent of the contract action
 - Primarily an agency Sys-Admin function
 - Some data cannot be corrected, so get it right the first time!

FPDS-NG tricks of the trade

Contract Action

- Types of Fields
 - Mandatory
 - Orange Print
 - Optional
 - Calculated
- Input types
 - Drop downs
 - Check boxes
 - Fill ins

HOME Advanced Search GO Log Off

New Save Draft Validate Approve Correct Modify Void Save Tmplt Delete

Print Close Help

General Information

Award Type:	Purchase Order	Agy	PHD	Mod No
Award Status:	New	Award ID:	4745	0
Prepared By:	JCOCHRAN	Referenced IDV ID:		
Prepared Date:	09/22/2003 10:06:44	Reason For Modification:	Select One	
Last Modified By:		Solicitation ID:		
Last Modified Date:				

Dates

Date Signed (mm/dd/yyyy):	
Effective Date (mm/dd/yyyy):	
Completion Date (mm/dd/yyyy):	
Est. Ultimate Completion Date (mm/dd/yyyy):	

Amounts

Action Obligation:	\$0.00
Change in Base And Exercised Options Value:	\$0.00
Change in Base And All Options Value:	\$0.00
Fee Paid for Use of IDV:	\$0.00

Purchaser Information

Contracting Office Agency ID:	4745	Contracting Office Agency Name:	OFFICE OF GOVERNMENTWIDE POLICY
Contracting Office ID:	PD000	Contracting Office Name:	GSA/DFC GOVERNMENTWIDE POLICY
Funding Agency ID:		Funding Agency Name:	
Funding Office:		Funding Office Name:	
Funded By Foreign Entity:	<input type="checkbox"/>	Reason For Inter-Agency Contracting:	Select One

Contractor Information

Socio Economic Data

*Note – If you find that your DODAAC information in FPDS-NG needs to be updated, contact your FPDS-NG agency rep. Do not call the SPS or FPDS-NG Help Desk.

FPDS-NG tricks of the trade

- FPDS-NG has 11 formats, DOD does not use them all
- Basic IDVs (Indefinite Delivery Vehicles)
 - FSS - DOD does **not** use this format
 - Only GSA writes basic FSSs
 - GWAC - DOD does **not** use this format
 - Civilian agencies don't have a way to identify GWACs
 - BOA - DOD does **not** use this format
 - Doesn't have all the fields needed for DOD data
 - BPA - DOD does **not** use this format
 - Does have all the fields needed for DOD data
 - IDC (Indefinite Delivery Contract) - Use this format for "A", "D", and "G" basic awards **WHICH ARE THE ONLY TYPES OF CONTRACT ACTIONS THAT CAN HAVE ORDERS ISSUED AGAINST THEM.**

Yes, this is what the DFARS says and there is a DPAP memo that reiterates this!

- Awards
 - Delivery/Task Orders Against IDV – Use this format for orders against “A”, “D”, or “G” basics and “F” orders against non-DoD basics. **THESE ARE THE ONLY TYPES OF CONTRACT ACTIONS THAT CAN BE REPORTED AS ORDERS**
 - PO – Use this format for “M”, “P”, “V”, or “W”
 - Definitive Contract “C”, “E”, “F”, “H”, “K”, “L”, or “S”
THESE AWARDS CANNOT HAVE ORDERS ISSUED AGAINST THEM
 - BPA Call- DOD does **not** use this format
 - This is a call against a FSS BPA basic IDV



FPDS-NG tricks of the trade

- Procurement Instrument Numbering
- DOD Names

PII N

SPII N

MOD

- FPDS-NG Names

Agency ID	Ref IDV #	PIID	Mod #
			Trans #

- Agency ID always 9700 for DOD
- Ref IDV always blank for basic awards
- Ref IDV = PIIN when awarding an order
- PIID = PIIN for basic award
- PIID = SPIIN for orders

- **Dates**

- Date Signed determines the fiscal year the dollars are reported
- Effective Date is the start date for Period of Performance
- Estimated Ultimate Completion Date
 - How to calculate
 - Delivery date for last supplies to be delivered
 - Basic + 4 options would be the day at the end of option 4
 - If delivery order, date of delivery on that order, not the IDV end date
 - How used
 - Subcontracting Reporting (eSRS)
 - Close-out
 - New award projections for recurring contracts
- Last Date to Order – identifies last date you can place an order

- **Location**

- Principal Place of Performance
- Congressional District Place of Performance
 - This is why we need 9-digit zip codes
- Contractor Address
- Sometimes we want to know where the contractor is located and sometimes we want to know where the work is performed
 - Katrina clean-up uses contractors from all over



FPDS-NG tricks of the trade

- **\$ Fields**

Previous + Current = Total

- Action Obligation:

<input type="text"/>	<input type="text"/>	<input type="text"/>
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- Base & Exercised Options Value:

<input type="text"/>	<input type="text"/>	<input type="text"/>
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- Base & All Options Value:

<input type="text"/>	<input type="text"/>	<input type="text"/>
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- Enter ONLY the delta/change amount in the Current column
- Refer to Instruction Manual for samples such as de-obs, continuing resolution, incremental funding, etc.
- Delete the 000 and type in your total amount if doing manual inputs. We are seeing too many numbers with the 000 at the end of the intended amount

- **Extent Competed & Reason Not Competed**
 - DOD does not use all the FPDS-NG options
 - DOD has made Extent Competed a calculated field for most contract actions based on information in other fields
- If you think the options available to you are in error, first check all the interrelated fields. If you still think it is an error, contact your agency rep not SPS or FPDS-NG

- Contracting Officer's Determination of Small **Business Size**
- **THIS IS IMPORTANT -**
 - When DUNS input, FPDS-NG pulls socio-economic data from CCR, including SB sizes and populates those fields
 - When buyer/PCO completes KO determination of SB size field, if he/she selection "Other than SB", all those SB program fields are blanked out for the life of the contract

- **Bundling & Consolidated**
 - Separate fields at separate locations
 - For all actions address whether Bundling is applicable (drop down menu). It is always “Not a bundled requirement” when the estimated contract or order value (basic and all options) is < \$5M
 - “X” the box for Consolidated when applicable and the estimated contract or order value (basic and all options) is > \$5M
 - Refer to FAR 2.101 for definition of bundling and DFARS 207.170 for definition of consolidation to determine applicability

- **Business size** or type of entity is determined by CCR input
 - If the contractor information in CCR is not right, get the contractor to change it before you award the contract or all the orders and mods in the future will be wrong
 - If you are doing a set aside, a vendor with bad CCR data could be excluded from award
- If FSS **award size** is wrong email your agency rep or linda.hornsby@gsa.gov so the FSS can be corrected

- **Report software** – Informatica
 - Powerful
 - Charts available for all reports
 - Query across entire Federal Government or just your contracting activity or anywhere in between
 - Save for future use
 - Can download into Excel and other software
 - Set up reports for management to review daily

- Standard Reports
 - Established at Federal level with ability to drill down to contracting office level
 - Everyone, Federal-wide, uses standard reports for the same issues
 - FPDS-NG is the Federal official source of data
 - No more local generation of reports tweaked to enhance your local report
- Ad hoc Reports
 - Create ad hoc reports for unique issues
- Dashboards
 - Standard set of reports can be set up for broad usage – Congressional dashboard, MAJCOM dashboard, etc.



Information Reports

- Types of Reports

- System Administrator

- Track Users
- Track Report Status

- Who

- Top 100 Contractors
- Contractor Search
- Type of Entity

- What

- PSC and NAICS
- Workload
- Market Research

Federal Contract Actions and Dollars
Updated: On demand

Filters: From Date only show values greater than or equal to '2003-10-01' Remove
To Date only show values less than or equal to '2004-09-30' Remove
Department only show values similar to '%%%' Remove

Highlighting Drill Charts Calc

Department	Total Actions	Total Dollars Obligated	Percentage of Actions	Percentage of Dollars
AGENCY FOR INTERNATIONAL DEVELOPMENT (1152)	145	\$1,630,274,960	0 %	1 %
AGRICULTURE, DEPARTMENT OF (1200)	29,147	\$3,716,228,830	2 %	1 %
AMERICAN BATTLE MONUMENTS COMMISSION (7400)	21	\$197,794	0 %	0 %
BROADCASTING BOARD OF GOVERNORS (9568)	1,253	\$22,732,238	0 %	0 %
COMMERCE, DEPARTMENT OF (1300)	28,413	\$1,510,852,647	2 %	0 %
COMMISSION ON CIVIL RIGHTS (9517)	237	\$2,700,245	0 %	0 %
COMMITTEE FOR PRCH FROM BLIND & OTHER SEVERELY HANDICAPPED (9518)	7	\$766,284	0 %	0 %
COMMODITY FUTURES TRADING COMMISSION (9507)	82	\$9,444,636	0 %	0 %
CONSUMER PRODUCT SAFETY COMMISSION (6100)	947	\$7,967,921	0 %	0 %
CORPORATION FOR NATIONAL AND COMMUNITY SERVICE (9577)	211	\$28,791,228	0 %	0 %
COURT SERVICES AND OFFENDER SUPERVISION AGENCY (9594)	181	\$6,281,539	0 %	0 %
DEFENSE NUCLEAR FACILITIES SAFETY	-	-	-	-

- Types of Reports (cont.)
 - When
 - All reports have date range (12-month max because if greater it slows down system too much)
 - Multi-year – Just copy each periods report into Excel and manipulate them there
 - Where
 - Most reports have flexibility to query down to Country, State, City, Zip, Congressional District

- Types of Reports (cont.)
 - How
 - Competition
 - Buy American Act
 - PBSA
 - RCRA
 - Commercial Procedures
 - Bundling/Consolidated
 - Small Business
 - By Awarding Activity and by Funding Activity
 - By vendor type and by set aside type



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Questions





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DoD's FPDS-NG Training Day

FPDS-NG Tricks of the Trade – Back-up Information



- **Claimant Codes**
 - A1a Airframes and Related Assemblies and Spares
 - A1b Aircraft Engines and Related Spares and Spare Parts
 - A1c Other Aircraft Equipment and Supplies Not Included in A1A and A1B
 - A2 Missile and Space Systems
 - A3 Ships
 - A4a Combat Vehicles
 - A4b Non-Combat Vehicles
 - A5 Weapons
 - A6 Ammunition
 - A7 Electronics and Communication Equipment
 - A8a Petroleum
 - A8b Other Fuels and Lubricants
 - A8c Separately Procured Containers and Handling Equipment
 - A9 Textiles, Clothing and Equipage
 - B1 Building Supplies
 - B2 Subsistence
 - B3 Transportation Equipment (Railway)B9Production Equipment
 - C2 Construction
 - C9a Construction Equipment
 - C9b Medical and Dental Supplies and Equipment
 - C9c Photographic Equipment and Supplies
 - C9d Materials Handling Equipment
 - C9e All Others Not Identifiable to Any Other Procurement Program
 - S1 Services